

## Sample of Needs Assessment Questions

1. Logistics: Timing/Date/Location etc.
2. "Team Leader" role in communication process & the session
3. What are the goals/objectives and timelines for these individuals & groups?
  - a. Any major projects going on?
  - b. How are they going?
4. What are we solving for with this DISC session?
5. What does success look like for this session?
6. How do the employees within *department* Interact?
7. Does this group interact with other *groups/departments/functions*?  
(Sales, Engineers etc.)
8. Are there any major conflicts within/between the groups I should be aware of?